



EMPOWERMENT ZONE ADVISORY BOARD

City of El Paso – Community and Human Development
Department – Empowerment Zone Grant (EZ)

BOARD MEETING MINUTES
HART ELEMENTARY SCHOOL, 1110 S. PARK ST.
EL PASO, TEXAS
NOVEMBER 18, 2009
5:30 p.m.

The Empowerment Zone Advisory Board met in regular session at the above place and date. Meeting was called to order at 5:30 p.m. Edith Zuvanich was present and presiding.

The following Advisory Board members answered roll call:

Trinidad Acevedo,
Sally J. Andrade,
Daniel Ortiz (Vice-Chair),
Carlos Veloz,
Edith Zuvanich (Chair)

Absent:
Norma Tena

Staff present:
William Lilly (Community and Human Development Director),
Isela Robison (Empowerment Zone Program Coordinator),
Carolyn Yañez (Project Compliance Specialist),
Priscilla Arellano (Recording Secretary)

1. Advisory Board Members' Introductions

Each Board member introduced themselves.

2. Call for General Public Comments

None

3. Approval of November 4, 2009 Minutes

Motion made by Daniel Ortiz, seconded by Sally Andrade, and unanimously carried to **APPROVE** minutes.

AYES: Trinidad Acevedo, Sally J. Andrade, Daniel Ortiz, Carlos Veloz, Edith Zuvanich

NAYS: None

ABSENT: Norma Tena

4. Discussion and Action (if needed) on Staff Updates:

- EZ Advisory Board Subcommittee - EZ Lending Guidelines
- EZ Façade Improvement Program - Appointment of EZ Advisory Board Representative on Application Review Committee
- EZ Staff Monthly Report (Oct 1 – Oct 30)
- Empowerment Zone Advisory Board - Vacancies

Esther Valdez was introduced to the Advisory Board and the audience. Ms. Valdez is the new Empowerment Zone Loan Administrator. City staff presented the monthly report to the Advisory

Board. There are three vacancies on the Advisory Board. Interested applicants must be an employee of or own a for-profit business.

No action taken on this item.

[Handouts are available through the Community and Human Development Department - Empowerment Zone Division office.]

Edith Zuvanich, Chair, recommended Agenda Item #8 (Discussion and Action on EZ Advisory Board...) precede Agenda Item #10 (Presentation: El Paso Community College).

5. Quarterly Presentations - Small Business Technical Assistance Providers:

- a. El Paso Hispanic Chamber of Commerce G3 C2 P13 (A)
Presenter: Terri Reed and Avina Gutierrez
- b. Project Vida G3 C2 P13 (B)
Presenter: Rosario Fernandez, Claudio Herrera, Linda McGhee
- c. Greater El Paso Chamber of Commerce G3 C2 P13 (C)
Presenter: Melodya Salaices

El Paso Hispanic Chamber of Commerce, Project Vida, and Greater El Paso Chamber of Commerce presented their quarterly reports and answered questions from the Advisory Board.

[Handouts are available through the Community and Human Development Department - Empowerment Zone Division office.]

6. Presentation: El Paso Community College Institute for Customer Service Excellence-Job Training Availability

Estela Ortiz presented on a free training opportunity. Customer Service Specialist Vocational Training is a 240 hour course offered from Monday - Friday from 8:30 - 3:00 p.m. for eight weeks. For more information, please contact Estela Ortiz at 831-7785.

[Handouts are available through the Community and Human Development Department - Empowerment Zone Division office.]

7. Discussion and Action on EZ Advisory Board Recommendation Regarding \$400,679 Unencumbered EZ Funds

City staff and Advisory Board discussed different options for the unencumbered funds. City staff recommended the funds be placed into the RLF program.

Motion made by Sally Andrade, seconded by Carlos Veloz, and unanimously **APPROVED** to reserve \$250,000 for the El Paso Empowerment Zone Corp. audit, reserve \$60,000 for Excel Learning Center for one more class of students, and \$90,679 for the Revolving Loan Fund. Any additional unused funds will go to the Revolving Loan Fund.

8. Call for Public Comments on Agenda Items

Salvador Rodriguez, Excel Learning Center
Melodya Salaices, Greater El Paso Chamber of Commerce
Jeannette Hamilton, U.S. Probation Office

9. Scheduling next meeting

The next scheduled meeting is for December 16, 2009 at Beall Elementary School at 5:30 p.m.

10. Adjournment

Motion made by Carlos Veloz, seconded by Trinidad Acevedo, and unanimously carried to adjourn meeting at 7:40 p.m.